

These are the minutes of the Regular Session of the City of Adams, WI held on December 6, 2010 in the City Municipal Building.

Meeting was called to order by Mayor Williams. On roll call were Alderpersons Baumgartner, Jensen, Manthey, Newberg, Scott, Suhr, Mayor Williams, Administrator Ellisor, Chief Hanson and Street Superintendent Mead. Attorney Pollex was excused.

Motion by Jensen, second by Newberg to approve the minutes of the November 15, 2010 meeting as printed. Roll call vote, all voted aye.

Petitions and Communications: None

Report of Standing Committees:

Finance Committee:

A very thorough review of the 2011 Final Budget was presented. 2010 Budget is keeping in order with the current percentages.

Report of City Officers:

Mayor Williams: Reported that EMC Insurance Company decreased and refunded the City \$5,450, which is a flat dividend. Also, Curtis Ambulance decreased 9% due to usage and able to collect the charges applied. He stated the City's cost is \$24,898.86, he read all other municipalities charges covered by Curtis Ambulance Services. He stated, we had our first snowfall and survived it, but he apologizes to the community for the streets. We seem to have gotten out quite late, the roads were rough and rutted, even though they are some what smooth now, we'll have rutted roads for a long time. That's not acceptable for the City and thought we had that straightened out before, but Dave I would like to see those people out sooner, then what we did this time. He hasn't been around because he has been sick or his wife has been sick, both are recovering.

Administrator Ellisor: Reported on the City projects update, which is similar status as before. However, we got some information back that needs to be reviewed by Street Superintendent Mead and the Water Department Operator, regarding the SDWL program with the well project and the additions. Its essentially we got everything that we need to get to each of these different agencies. Its just a matter of going through the process and its usually a fairly decent time delay when we hear from them again. It's the same status with the EDA project, that they have all the engineering specifications, design specifications, and bid specifications. They have had that for awhile and it's a matter of waiting for them to reply back for the adequacy of those documents. Now that we have gotten through the final 2011 budget and completed, and know what we are looking forward too in 2011. It would be timely for the Public Works Committee to look at what we might be able to do in the respect to Liberty Street and the construction activity plan for that. This time in the season looking forward to 2011, we will have a better idea what kind of cash balance is on hand with the street improvement fund and what we can do with that project. Mayor Williams asked if we had that reviewed a year or two ago with the respect to the cost in that area. Ellisor stated yes, and has some updated estimates because of changes, and he recalls to do the entire project that includes looping of the water system which is important, \$400,000 comes to mind but might be more then that and needs to revisit it.

Attorney Pollex: (Read by Mayor Williams) Stated that two of the property maintenance homes have been resolved. Demolition of one and the other was razed. He and Inspector White will turn their attention to other properties that have been a concern. He and Administrator Ellisor concluded negotiations with Northern Bay's successor. Negotiations resulted in a \$2,500 Administrative filing fee, and the agreements.

Chief Hanson: Reported the Christmas tree was decorated by Learning on Linden Day Care, and Adams Head Start I & II. The children sang Christmas songs and were treated to a cookie. Pictures will be posted on the web site. Winter parking is in effect, snow emergencies will be declared on WDKM 106.1 radio, local TV stations and Channel 4. Officers have been issuing warnings since November 15th; enforcement will begin for those in noncompliance. Snowmobile route signs are up, citizens should be aware that snowmobiling on sidewalks is prohibited. Route maps are available at the PD and on the City web site. Mayor Williams asked if the clubs have been notified. Chief stated that they have received a copy of the maps to download onto their maps.

Street Superintendent Mead: Reported that he continues to work on the salt/storage shed, waiting for the State approved plans. They are working on vehicle and shop maintenance. The guys have been in cleaning on Main Street and trained someone on the snow blower. They had a problem with one of the trucks used for hauling, however done on Main Street in a little over three hours. Snow this size should take less than three hours, but only hauling with one truck slowed them down. Mayor Williams asked where they are putting the snow, and how much sand/salt do we have. Mead stated north of the shop in the vacant lot. They do have a few areas to haul to. Also, we have approximately 35-40 tons in the shed and 150 ton ordered. Mayor Williams asked if we are going to be able to pour the foundations for the unit if approved, as the building is getting in bad shape. Mead stated that he spoke to the man doing the digging and they have frost mats to put down if needed.

New and Unfinished Business:

Motion by Manthey, second by Suhr to Approve the Auditor Service Agreement with Johnson Block and Company, Inc. Mayor Williams stated that he would like to point out that in this past year, the same people did the audit and that turns out to be fine, but the final audit did not take place until the end of September. That is too late to find out figures on the year before, it's too late to adjust your budget where figures should be adjusted. He recommends that a change be made, a stipulation be made that we receive it no later than July 31st. Administrator Ellisor stated last year was when we negotiated the 5% decrease, part of that discussion was later in off season, but he is certain the end of July timeline to finish should not be any problem to meet that or with an engagement letter itself. **Motion by Manthey to amend the previous motion, second by Suhr to include that final audit is received by July 31, 2011. Roll call vote, all voted aye.**

Motion by Newberg, second by Manthey to table the resolution adopting the 2011 budget until the December 20th meeting until we know what the compensation will be for the Administrator, Department Heads, and Non-Union employees will be. When we receive those figures, and then vote on the budget. Mayor Williams questioned Clerk Winters if there is a problem. Clerk Winters stated that she is uncertain without looking, but believes it needs to be adopted by the 15th. Approval is needed to complete State and County reports, reports that are needed to print tax bills. She asked that we recess for a few minutes before adjourning into closed session to research the date. Mayor Williams stated that as she is unsure, as far as he is concerned, the motion will stand. Administrator Ellisor stated that he does not think there is an issue, there is a timeline by ordinance but cannot quote it off hand either. He stated he can take a quick look at the ordinance to see. Mayor Williams stated we will continue while Bob is looking that up.

Motion by Jensen, second by Baumgartner to approve issuance of the Operator's License to Megan A. Thornton. Roll call vote, all voted aye.

Motion by Scott, second by Jensen to approve the Payment of Bills. Roll call vote, all voted aye.

Mayor Williams questioned Clerk Winters if we can move item agenda item #2 (Introduce/Adopt Resolution Adopting the 2011 Budget) into the open session after the closed. Clerk Winters stated we can, however we can take a quick recess to allow time to look into the date. **Motion by Jensen to table long enough to look into the dates needed to adopt, second Newberg. All voted aye.**

At that time, Clerk Winters left the Council Chambers to look up the State Statute for the timeline on adopting of the budget.

*Administrator Ellisor returned and stated what he is seeing in the Hearing process for the budget is the number of days required for notification but nothing necessary on a particular calendar year date on when the hearing has to be. It's just a matter of summary of such budget and notice of time and place where budget detail is available for inspection. Notice is published 15 days prior to the time of the Public Hearing, which was done. Not less than 15 days after the publication of the proposed budget and the notice of hearing thereof, the public hearing shall be held at the time and place stipulated, at which time any resident or taxpayer of the City shall have an opportunity to be heard on the proposed budget. The budget hearing may be adjourned from that time. What he is drawing from this is that we met all compliances and requirements for the Public Hearing, as such time there is a Public Hearing if there is comments and changes desired that can be accommodated. So, it would be a matter of the budget not being, there is a potential of the budget being adopted after the fiscal year. Mayor Williams asked if there is a problem with Janet and the County, from the stand point of issuing the tax roll. Administrator Ellisor replied that's the other question. But at the same time, with the changes in the budget, if this were to be published, there still can be changes implemented. Mayor Williams stated, what Bob is saying, if you approve the budget as presented, you can go back and alter the budget after the fact. So if you felt you wanted to change something, that can be brought to the table and you can make that change. Administrator Ellisor replied right. He thinks what would be the critical part in having it published is and it's an item he doesn't anticipate any change in and that would be the levy and the mill rate. Whatever discussion occurs from here wouldn't have any bearing on what those would be, and those are the critical items to get published so it can go to the County. Mayor Williams asked Administrator Ellisor what should be done. Administrator Ellisor stated his recommendation would be to approve the budget resolution for publication and then it can be published and get the information to the County, what needs to go to the County with the levy and the mill rate. At the next meeting, any review of expenditures can be looked at. So approving the Resolution knowing there can be adjustments made after. Manthey stated she would be ok with that, with the understanding it is stipulated that any needed changes can still be made. Mayor Williams stated that is what Bob is reading in the book, so it's already in writing, that the budget may be altered after it's approved. Newberg stated that she agrees with Holly if we put it into the motion like that. Mayor Williams stated there is a recorder there and Janet will just have to get it, so you want to make that change ok. Newberg stated yes. Mayor Williams stated the change is, should there be a need to alter the approved budget (Newberg stated Resolution) that it may be done at a later date. **Mayor Williams asked for a vote to approve the budget as presented, with the stipulation that it may be changed at a later date, the Mayor took roll: All voted aye.***

Clerk Winters returned to the meeting.

Motion by Manthey, second by Jensen to Adjourn from Open Session and Reconvene in Closed Session to Consider Compensation or Performance Evaluation Data of City Administrator, Department Heads, and Non-Union Positions – SS 19.85(1)(c), All voted aye.

Closed Session was called to order. On roll call were Alderpersons Baumgartner, Jensen, Manthey, Newberg, Scott, Suhr, and Mayor Williams.

THE MINUTES ARE DRAFT AND SUBJECT TO COUNCIL APPROVAL

Discussion was held.

Motions were made to Adjourn from Closed Session and Reconvene in Open Session to Consider Compensation or Performance Evaluation Data of City Administrator, Department Heads, and Non-Union Positions – SS 19.85(1)(c), All voted aye.

On roll call were Alderpersons Baumgartner, Jensen, Manthey, Newberg, Scott, Suhr, Mayor Williams and Clerk Winters.

Mayor Williams stated:

What we are going to approve Resolution numbers 2010-16R, 2010-17R, 2010-18R. As for resolutions 2010-19R and 2010-20R will stay status quo. This will relate also then to Agenda items 6, 7, 8 and 9 (Agreements):

Mayor Williams stated the Council has agreed to offer each position an option of a 1% increase, or a 3% increase with a 5% contribution deduction to the Health Insurance. It is stipulated that everyone choosing the 3% / 5% plan, be advised that, that portion of contribution could and probably would fluctuate, as the costs would go up or down.

Part-time Police Officer Salary and Benefits will stay the same, Building Inspector/Zoning Administrator Salary and Benefits will stay the same, the Agreement relating to Clerk/Treasurer Salary and Benefits will be the same as above, the Chief, same as above, the Street Superintendent same as above, Administrator Salary & Benefits will be the same as above.

Mayor Williams asked for a motion to approve as presented.

Clerk Winters questioned the status quo on agenda item # 4, if that is changes to the benefits. Mayor Williams stated we are not changing the benefits. Clerk Winters explained the two Resolutions presented to Council. The first resolution is highlighted with “Current Resolution” (status quo), the other resolution distributed is highlighted with “Recommended changes to the benefits.”

Mayor Williams read the changes recommended to the benefits and had no problem with the proposed.

Mayor Williams asked for a motion to approve as presented.

Motion by Baumgartner, second by Suhr. Manthey question if the motion is just for the part-time police office. Mayor Williams answered yes because all the others are covered as presented. Mayor Williams stated we have motions and this is for all of them. Clerk Winters asked if this motion is for all agenda items, or for agenda item 4 with wages as is, and with the changes to the benefits. Mayor Williams stated right, as presented.

Manthey asked to separate the items as it reflects differently on how she would vote.

Baumgartner amended her motion to reflect and accept the part-time officer as presented with changes to benefits. Second by Suhr, All voted aye.

Mayor Williams asked if it is ok to go the rest of them all as one. Clerk Winters questioned this is for agenda items 1, 2, 3, 5, 6, 7, 8, and 9. Mayor Williams stated yes. Mayor Williams asked for a motion for 1, 2, 3, 5, 6, 7, 8, 9. **Motion by Suhr, second by Baumgartner to approve agenda items 1, 2, 3, 5, 6, 7, 8, and 9.** Scott questioned if 5 was different also, as she thought it was staying the same. Mayor Williams stated that is staying the same, that was presented that way. **Roll call vote: Jensen, Newberg, Scott, Suhr, Baumgartner – yes; Manthey – no. Motion carried.**

Motion by Jensen, second by Scott to adjourn. All voted aye.

Respectfully Submitted,

Janet L. Winters, WCMC
Clerk/Treasurer